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DDA Registry
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DD/A 77-4503 15 August 1977

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM : Michael J. Malanick

Acting Deputy Director for Administration

SUBJECT : Approval of Expenditures Associated with

DCI and DDCI Travel

1. Action Requested: Approval of expenditures of government funds associated with DCI and DDCI travel.

2. Background: Agency practice approved the expenditures of funds to provide maximum feasible physical protection to the DCI and DDCI while traveling on both official and non-official business. Since it is in the interest of the government, particularly as it pertains to the detailed knowledge of the unique missions of the Agency including sources and methods to afford the best possible protection to the DCI and DDCI, they travel in first class accommodations which are signficantly more conducive to their personal protection. Further, because it can be assumed that when traveling for personal reasons less than first class travel would be selected it was considered fair and equitable that the DCI and DDCI be reimbursed for the cost difference between economy and first class airfare.

In the interest of providing adequate protection it has been the practice to authorize official travel for a security aide to accompany the Director or Deputy Director when either is traveling for personal as well as official business.

Following the above logic it has been the practice to authorize the spouse first class travel when accompanying the DCI and DDCI whether on official or non-official business. The difference between economy class and first class was reimbursable.

While the above has been a matter of practice for some years no specific approval or authorization has been documented.

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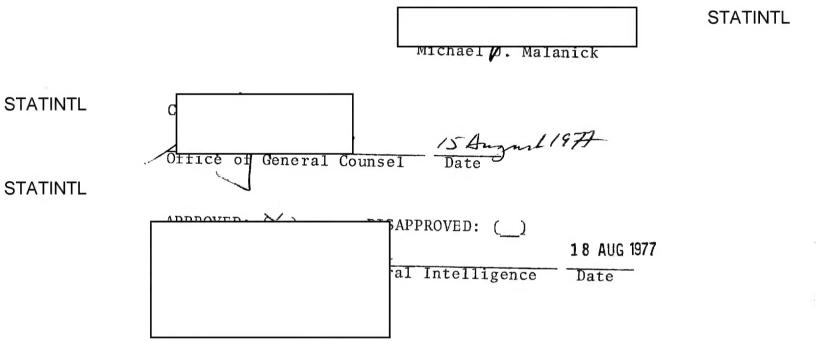
3. Staff Position: Considering the need for protecting the persons of the DCI and DDCI, it is appropriate that they travel first class air even when on personal business. It is also appropriate that a security aide be authorized first class travel. Such accommodations provide the minimum acceptable level of protection.

When accompanying the DCI and DDCI, the spouse should also be authorized first class travel since the vulnerability of the DCI and DDCI would be significantly increased if the spouse traveled economy class where a minimum level of protection is not possible. Reimbursement for the difference between economy and first class airfare should therefore be authorized for the spouse.

- 4. Recommendations: Based on the above, approval for the expenditures of government funds for the following purposes is requested:
 - a. Full travel and subsistence costs associated with the travel of a security aide to accompany the DCI or DDCI when traveling for personal as distinct from official purposes.
 - b. Payment of the difference in costs between first class and economy class fare for DCI and DDCI personal travel on the premise that notwithstanding the personal nature of the travel, maximum feasible protection must be provided these individuals and that first class accommodations are required to achieve a reasonable level of protection.
 - c. Payment of difference in costs between first class and economy class for the spouses of DCI and DDCI

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when accompanying these officials on either an official or personal basis on the premise that when traveling together it is not possible to disassociate and separate the protection of the official from that of the spouse.



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FORM NO. 237

Use previous editions

	ROUTIN	IG AND	RECOR	D SHEET
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